

## 240.85

### Issuing Breastfeeding Equipment

#### Overview

##### Introduction

This policy presents guidelines for WIC agency staff to follow when providing **breast pumps and accessories** to a WIC participant. These items are provided to Iowa WIC participants at no charge to the participants.

##### Providing pumps

Although breast pumps are not a universal need of breastfeeding mothers, they have a place in breastfeeding support programs. Most women, in normal circumstances, can establish and maintain lactation without using a breast pump. For some women, hand expression meets their needs to maintain comfort or express milk for later feeding. Breast pumps may be needed **to establish and maintain lactation, as well as extend breastfeeding duration.**

Note: Local agencies may provide breast pumps only during the postpartum period **to breastfeeding women up to one year postpartum.**

##### Budget issues

Breast shells and supplemental nursing systems are listed in the agency budget under Category E—Supplies. Although not addressed in this policy, nursing bras and pads are also acceptable breastfeeding promotion expenditures in this category.

Breast pumps, collection kits, rental fees, and shipping and handling costs for these items are reimbursed using food funds. This process is separate from the local agency budget process. See Policy 315.41 for more information.

##### Staff involved in process

Breast pumps may be authorized and issued by **any qualified local agency personnel with lactation education, such as competent professional authorities (CPAs) or IBCLCs.** See Policy 310.05.

##### Data system documentation

The WIC data system can be used to record the following information about breast pumps:

- Date issued
- **Category of pump**
- Type of pump
- Serial number
- Rental company/organization
- Reason for issuance
- Date due (for electric pumps intended for multiple users)

## Overview, Continued

### Reports available

The following reports can be generated from the WIC data system:

- Breastfeeding Equipment Due Report (pumps issued in order by due date and including date issued, mother's name, family ID number, telephone number, equipment type, serial number and reason issued)
- Breastfeeding Equipment Issued Report (number of pumps issued by pump type)

### Policy references

- MPSF: WC-99-36 P Breast Pumps as a Food Cost.
- MPSF: WC-95-18 Providing Breast Pumps to WIC Participants.
- National Association of WIC Directors: Guidelines for WIC Agencies Providing Breast Pumps. Position Paper 08-002.

### In this policy

This policy contains the following topics.

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## Determining Which Type of Breast Pump to Issue

### Selecting the type of pump to issue

There are a variety of pumps and the costs vary significantly between pumps. A pump that works well for one mother may not work for another. Therefore, it is important to offer more than one type of pump. Factors to consider when deciding which pump to issue to a woman are as follows:

- Availability of an electrical outlet
- Time allowed for pumping breaks
- How often the pump will be used (i.e., occasionally vs. several times a day)
- The woman's experience and success using a breast pump
- How long the mother plans to breastfeed
- Cost comparison between the available pumps

### Reasons for providing an electric breast pump

Electric breast pumps are an allowable expense. The following reasons are potential and acceptable reasons for providing an electric pump to a breastfeeding mother:

- Mother is returning to work or school,
- Mother or infant is hospitalized,
- Premature infant is unable to nurse effectively,
- Infant has severe feeding problem (e.g., cleft lip or palate),
- Infant is sick and unable to nurse,
- Mother is sick for an extended period of time,
- Mother is on medication that is contraindicated for breastfeeding,
- Mother and infant are separated for more than 24 hours,
- Mother has multiples,
- Mother is physically unable to use a manual breast pump, or
- Other reasons as approved by the local agency Breastfeeding Coordinator or WIC Coordinator.

## Manual Breast Pumps

### Definition

A manual pump is a single-user breast pump that is powered by the user through hand movements (squeezing or pulling) in a repetitive manner to express breast milk. They are intended for use in mothers that are away from their infant on an occasional basis to maintain a breast milk supply.

### Reasons for using a manual breast pump

A breastfeeding woman may choose to use a manual breast pump when she:

- Has recurrent problems with engorgement, or
- Wants to pump breastmilk for occasional missed feedings due to work, school or other activities.

### Issuing a pump

Follow these steps when issuing a manual pump to a participant.

Step	Action
1	Discuss the participant's plans for pumping breastmilk.
2	Use a demonstration pump and demonstrate how to assemble the pump.
3	Review the instructions for assembly and cleaning included with the pump.
4	Pack the assembled pump and other accessories in the bag.
5	Provide information on safe practices for storing and handling expressed breast milk (see Policy 215.61).
6	Document the issuance of the pump in the WIC data system in the Breastfeeding Equipment panel.
7	Generate a nutrition care plan to record additional information (e.g., follow-up plans, evaluation of her understanding).

Note: Manual pumps are considered single-user pumps and should not be returned, shared, or sold.

### Follow up with participant

Follow up with the participant regarding concerns or questions within a month of issuing the pump. The contact may be by telephone or during FI issuance.

## **Issuing Electric Breast Pumps**

### **Breast pump issuance trial process**

Breastfeeding mothers that will be separated from their infants and intend to continue breastfeeding should be issued a hospital-grade loaner or rental breast pump for a trial period of one to two months to ensure pumping gets off to a good start. After the trial period, a personal-use electric pump may then be issued to a participant who has a need, plans to continue breastfeeding and wishes to receive a personal-use breast pump.

### **Issuing breast pumps to mothers with previous pumping experience**

Mothers that have demonstrated a history of successful, long-term breastfeeding (6 or more months) while returning to work/school may bypass the trial period with a hospital-grade loaner or rental breast pump and receive a personal-use breast pump upon request.

### **Breast pumps and supplemental formula**

Mothers that are breastfeeding their infants and have a need for supplemental formula from WIC may continue to receive a breast pump. Formula should be issued on an as-needed basis and only in the amount that is determined necessary after consultation with a competent professional authority (CPA) or the healthcare provider. The amount of formula provided may be up to half of a full formula food package, or “breastfeeding part in range”. The goal should be to work with the mother to support her to meet her breastfeeding goals and ideally return to not needing formula. Receiving both a breast pump and formula from WIC together should not be the norm, and participants should be educated on the effects on milk supply as more formula is introduced.

## Hospital-Grade Electric Breast Pump

### Definition

A **hospital-grade** electric **breast** pump is a pump intended for multiple users over time in rental or loan programs. They have stronger, more powerful motors designed for efficient pumping and are often the recommended pump for use in women with premature or sick infants, with multiples, and for increasing milk supply.

### Providing hospital-grade pumps

Local WIC agencies have two options for providing hospital-grade electric breast pumps:

- Purchasing pumps and loaning them to participants.
- Negotiating reduced rental fees with local rental stations, then the local agency pays the rental fee for participants.

### Factors to consider

There are many factors to consider when deciding whether to purchase or rent electric breast pumps. Some key factors include the following:

- Usage patterns
- Local rental fees
- Access to rental stations
- Availability of refurbished pumps
- Available staff time for participant education

### Purchasing pumps

Local agencies that directly purchase electric pumps for loan to participants incur the financial liability of lost or damaged breast pumps. However, this option **is often more** cost effective for some agencies.

### Renting pumps

Local agencies may negotiate rental fees with third parties (local rental stations, pump manufacturers, hospital pharmacies, and lactation consultants) to provide pumps to WIC participants. It is strongly recommended that the contract or agreement specify each agency's responsibilities for education and follow up. This arrangement may be formalized through a contract or agreement. This option transfers liability for equipment loss or damage from the local agency to the third party. This option may be cost effective for agencies with low usage patterns, reasonable local rental fees, and good access to rental stations.

Note: Local agencies may not contract or negotiate rental agreements with third parties that have affiliations with WIC personnel.

## Hospital-Grade Electric Breast Pump, Continued

### Evaluate other sources of payment

When a pump is medically needed, there may be other sources of payment available for the pump. Examples follow:

- Private insurance and other sources of medical assistance (such as Medicaid), and
- Hospital discharge equipment for breastfeeding women.

### Collection kits

A collection kit includes the parts of a breast pump assembly that touch the woman's breasts and collects the milk. It may also be referred to as a breast pump kit, pump attachment kit, personal kit, or accessory kit. Collection kits are available for single- and double-pumping and **should be issued only** to a single user. The kits should not be returned to the local WIC agency.

### Issuing a pump

Follow these steps when issuing an electric breast pump for a participant.

Step	Action						
1	Complete the appropriate written agreement with the participant and file or <b>scan a copy</b> in the participant's record.						
2	Refer to the table below for the next step. <table> <tr> <th>If...</th><th>Then...</th></tr> <tr> <td>Renting the pump</td><td> <p>Call the rental station to:</p> <ul style="list-style-type: none"> <li>• <b>Verify the participant signed a release that the WIC agency can share their information with the rental station.</b></li> <li>• <b>Have participant sign a release that the WIC agency can share their information with the rental station.</b></li> <li>• Provide the name of the person who will be using the pump, and</li> <li>• Ask that the bill be sent directly to your agency.</li> </ul> </td></tr> <tr> <td>Loaning the pump</td><td> <ul style="list-style-type: none"> <li>• Use a demonstration pump to educate how to assemble the pump and collection kit,</li> <li>• Review the instructions for cleaning the pump.</li> </ul> </td></tr> </table>	If...	Then...	Renting the pump	<p>Call the rental station to:</p> <ul style="list-style-type: none"> <li>• <b>Verify the participant signed a release that the WIC agency can share their information with the rental station.</b></li> <li>• <b>Have participant sign a release that the WIC agency can share their information with the rental station.</b></li> <li>• Provide the name of the person who will be using the pump, and</li> <li>• Ask that the bill be sent directly to your agency.</li> </ul>	Loaning the pump	<ul style="list-style-type: none"> <li>• Use a demonstration pump to educate how to assemble the pump and collection kit,</li> <li>• Review the instructions for cleaning the pump.</li> </ul>
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3	Write an alert in the WIC data system for the month the pump should be returned.						
4	Provide information on safe practices for storing and handling expressed breastmilk (see Policy 215.61).						
5	Generate a nutrition care plan to record additional information (e.g., follow-up plans, evaluation of her understanding).						

## **Hospital-Grade Electric Breast Pump**, Continued

### **Extending loan or rental agreement**

If the participant needs to extend the loan or rental agreement, she must notify the WIC agency before the agreement ends. Some mothers may require extensions of pump loan or rental agreements for the duration of breastfeeding up to one year depending on needs. Use the Breastfeeding Equipment Due Report or keep an agency file to help track electric breast pumps.

Note: You cannot deny a participant WIC benefits for failing to return a breast pump.

### **Follow up with participant**

Follow up with the participant regarding concerns or questions within a month of issuing the pump. The contact may be by telephone or during FI issuance. If loaning the pump and the mother/baby dyad is high risk, make an initial contact within 48 hours and schedule a weight check.

### **Communicate with health care provider**

Communicate with the primary health care provider to coordinate services, particularly for high-risk mother/baby dyads. Use the standard WIC forms (Referral from the Iowa WIC Program and Request for Information form) for this communication.



## Personal-Use Electric Breast Pumps

### Definition

A personal-use electric breast pump is a single-user breast pump that is powered by electricity or batteries to provide efficiency and ease of milk removal. These types of pumps usually allow users to pump both breasts at the same time, maintaining and often increasing milk supply. Personal-use electric breast pumps should not be returned, shared, or sold.

### Reasons for using a personal-use breast pump

A breastfeeding woman may choose to use a personal-use breast pump when she:

- Wants to pump breastmilk for missed feedings due to work, school or other activities, or
- Has recurrent problems with maintaining milk supply.

### Issuing a pump

Follow these steps when issuing a personal-use electric breast pump for a participant.

Step	Action
1	Complete the appropriate written agreement with the participant and scan or file a copy in the participant's record.
2	Use a demonstration pump and educate about how to assemble the pump.
3	Review the instructions for cleaning the pump.
4	Provide information on safe practices for storing and handling expressed breastmilk (see Policy 215.61).
5	Document the issuance of the pump in the WIC data system in the Breastfeeding Equipment panel.
6	Generate a nutrition care plan to record additional information (e.g., follow-up plans, evaluation of her understanding).

### Follow up with participant

Follow up with the participant regarding concerns or questions within a month of issuing the pump. The contact may be by telephone or during FI issuance.

## Breast Shells

### Purpose of breast shells

Breast shells can be helpful for women experiencing:

- Flat or inverted nipples, or
- Sore nipples.

### Choosing a breast shell

Breast shells come with rings in two sizes. Choose the proper ring size for the type of problem the woman is experiencing **according to the table below.**

Problem	Ring to use
Flat or inverted nipples	Ring with smaller opening gently applies pressure to help force out nipple (use during pregnancy or lactation).
Sore nipples	Ring with larger opening promotes healing by creating ample air circulation and protects the nipple from friction between feedings (use during lactation).

### Issuing breast shells

Follow these steps when issuing breast shells to a participant.

Step	Action
1	<b>Use a demonstration kit and educate about</b> how to assemble the shells.
2	Review the instructions for assembly and cleaning included with each set of shells.
3	Discuss how long to wear (refer to breast shell instructions, lactation consultant, or other qualified lactation resource).
4	If shells are used for sore nipples, provide additional education on prevention and treatment of that condition.
5	Generate a nutrition care plan in the WIC data system and document the provision of breast shells (see page 12 for more information about requirements).

Note: Breast shells **are intended for a single user and** should not be **shared or** returned to the WIC agency once issued.

### Follow up with participant

Follow up with the pregnant participants regarding concerns or questions within a month of issuing breast shells. The contact may be by telephone or during FI distribution.

Note: Nipple soreness postpartum requires follow-up sooner and until resolved.

## Supplemental Nursing Systems

### Reasons for use

Possible uses for a supplemental nursing system include:

- An adopted baby
- A baby with special physical needs requiring extra supplements, and
- A baby who needs an immediate supplement because the mother's milk supply is low.

### When to issue

A breastfeeding dyad using a supplemental nursing system requires careful follow up and evaluation by someone experienced in working with high-risk breastfed babies. Therefore, WIC agencies should issue supplemental nursing systems at the recommendation of the baby's health care provider and/or lactation consultant.

### Issuing the system

Follow these steps when issuing a supplemental nursing system to a participant.

Step	Action
1	Discuss the participant's plans for using the system and what supplement will be fed (expressed breast milk or formula).
2	Provide information on safe practices for storing and handling expressed breastmilk or mixing formula as needed (see Policy 215.61).
3	Use a demonstration kit and discuss how tubing size and placement of the supplement container affect the flow.
4	Review the importance of good positioning and latch on.
5	Review cleaning instructions.
6	Discuss follow-up plans with the baby's health care provider or the lactation consultant.
7	Generate a nutrition care plan in the WIC data system and document the provision of the supplemental nursing system (see page 12 for more information about requirements).

Note: Supplemental nursing systems are intended for a single user and should not be shared or returned to the WIC agency once issued.

### Follow up with the participant

Within a few days of issuing the system, follow up by telephone with the participant regarding concerns or questions.